

ICAR-CENTRAL INSTITUTE FOR RESEARCH ON GOATS
MAKHDOOM, P.O.FARAH-281 122, MATHURA (UP)
Phone: 0565-273380 (Director), 2763327 (Sr. Admn. Officer)
Fax No.565-273246

F. No. 3-4(4)/2013/Estt.

Dated: 12th March 2018

To,

All the Directors/ Project Directors/ Zonal Project Directors of ICAR Institutes.

Sub: Filling up of one unreserved post of Junior Account Officer on permanent absorption basis at ICAR-CIRG, Makhdoom,-regarding.

It is proposed to fill up one vacant Un-Reserved post of Junior Account Officer in the Pay Band Rs. 9300-34800 + G.P. 4200 (Level 6 of the Pay Matric) by promotion of ICAR Audit & Account Examination qualified official from other Institute/ Headquarters under the Council on Permanent basis at ICAR-CIRG, Makhdoom. The Particulars of the post and eligibility are details below:-

1.	Name of the Post	Junior Account Officer
2.	Pay Band & Grade Pay	PB-II Rs. 9300-34800 + G.P. 4200
3.	Eligibility	By promotion of ICAR Audit & Account Examination qualified official from other Institute/ Headquarters under the Council on permanent absorption basis.


It is requested that the vacancy may kindly be circulated among the eligible and desirous candidate. if any working at your Institute/ Establishment. Application of the eligible persons addressed to the Director, ICAR-CIRG, Makhdoom may kindly be forwarded to this Institute in the Proforma appended along with their complete APAR dossier for the preceding five (5) years so as to reach this Institute on or before **16th April 2018**.

Application of only such candidate who can be relieved immediately in the event of his/her selection may be forwarded. While forwarding the application, it may also be certified that no disciplinary and vigilance case is pending or being contemplated against the official concerned.

Incomplete Application(s) or those received after the prescribed date will not be considered.

Encl: Application

Yours faithfully,


(ASHOK MALLICK) 12/3/18
Sr. Admn. Officer

Copy to:

1. The Deputy Secretary (Admn.), ICAR, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001.
2. The Deputy Secretary (Engg.), ICAR, KAB-I, Pusa, New Delhi- 110012.
4. Sr.Admn.Officer, for information.
5. Admn. Officer, for information.
6. PS to Director, for information.
7. In-Charge, Library for necessary action.
8. In-charge, AKMU to upload on the website of the Institute.
9. Notice Boards of the Institute.
10. Guard file.

PROFORMA

1. Name of the Applicant (in Block letters) :
2. Date of Birth & Age :
3. Education & other Qualification :
4. Name of the Institute where serving :
5. The date of appointment in the Institute/ICAR :
6. Present post held with date :
7. Whether temporary/permanent :
8. Brief particulars of the service including the present post :

Post held	Pay Band	Period	Office	Nature of duties

9. Year of passing/qualifying the ICAR Accounts & Audit Examination with the copy of the result.
10. Whether opted for ICAR Service :
11. Whether belonging to SC/ST :
12. Any other information/particulars :

Relevant to the service of the employees

DECLARATION

I do hereby declare and certify that the information furnished is correct and true to the best of my knowledge and belief.

Date:

Signature of the Candidate

CERTIFICATE BY THE HEAD OF OFFICE

Certified that the particulars furnished above are correct. The integrity certificate, vigilance clearness certificate and attested photo copies of CRs of the last five year are attached.

Signature of Head of Office with seal